

U.S. Environmental Protection Agency
National Advisory Council for Environmental Policy and Technology (NACEPT)
Subcommittee on Promoting Environmental Stewardship (SPES)

June 30 – July 1, 2009

One Potomac Yard
Conference Center South (4th Floor)
Room S-4370-80
2777 S. Crystal Drive, Arlington, VA 22202

Proposed Agenda

Desired Outcomes:

- ☐ Understand NACEPT and the Federal Advisory Committee Act (FACA);
- ☐ Discuss and adopt Subcommittee charge and operating procedures;
- ☐ Gain an initial understanding of members' perspectives on environmental stewardship issues and desired outcomes for the Subcommittee's work; and
- ☐ Decide on topics for Subcommittee focus and organize approach to the issues, including working groups as needed.

DAY #1 - Tuesday, June 30, 2009

8:00 – 8:30 **Coffee/Tea**

8:30 – 9:30 **Introductory Remarks**

Welcome and Opening Remarks [15 min]

Marcia Mulkey, U.S. Environmental Protection Agency (EPA)

Introduces Bob Sussman, EPA Senior Policy Advisor

Bob Sussman [15 min]

Meeting Objectives, Agenda and Ground Rules [30 min]

Jennifer Peyser, RESOLVE Facilitator

9:30 – 10:45 **Subcommittee Goals and Charge**

Objective: Review goals for Subcommittee, proposed charge, and initial discussion topics for Subcommittee work. Subcommittee will return to the charge for finalization at the end of the meeting.

Background, Goals and Proposed Charge

Chuck Kent, Office of Policy, Economics, and Innovation (OPEI), EPA
[10 min]

Lee Paddock and David Paylor, Co-chairs [20 min]

Facilitated Discussion – Questions and Initial Feedback [45 min]

10:45 – 11:00 **Break**

11:00 – 12:45 **Subcommittee Perspectives on Environmental Stewardship at EPA**

Objective: Subcommittee members will share three bullet points outlining their vision and desired outcomes for the Subcommittee, followed by clarification questions and group discussion as time allows.

Round Robin: “What do you see as the most important issue for the Subcommittee to discuss and address in its work on environmental stewardship?” [1 hour 45 min]

Subcommittee Members and Co-chairs

12:45 – 2:00 **WORKING LUNCH: Subcommittee Operating Procedures**

Objective: Become familiar with Subcommittee operating procedures.

Proposed Subcommittee Operating Procedures [15 min]

Regina Langton, OPEI, SPES Designated Federal Officer

Jennifer Peyser, RESOLVE

Facilitated Discussion [15 min]

2:00 – 3:45 **Environmental Science Connector, Key Literature, and NACEPT Reports**

Objective: Overview of pertinent literature on stewardship and on-line access.

Environmental Science Connector

David Guest, OPEI, EPA [15 min]

Overview of Selected Information Resources

Chuck Kent, OPEI, EPA [30 min]

Overview of NACEPT Reports

Derry Allen, OPEI, EPA [15 min]

Facilitated Discussion [45 min]

3:45 – 4:00 **Break**

4:00 – 4:30 **Public Comment**

(Those interested in making comments during this designated period should register with EPA upon arrival. Time allowed for individual public comments may be limited depending on number of speakers.)

4:30 – 5:00 **Wrap-up and Look Ahead to Day Two**

6:00 **Optional Group Dinner – Legal Seafood (2301 Jefferson Davis Hwy.)**

DAY #2 - Wednesday, July 1, 2009

8:00 – 8:30 **Coffee/Tea**

8:30 – 10:00 **SPES Priorities: Issues and Opportunities for Action**

Objective: Identify priority issues and questions for Subcommittee.

Presentation/Summary of Day One Themes [15 min]

Lee Paddock and David Paylor

Subcommittee Facilitated Discussion [75 min]

- ☐ In light of the proposed charge and yesterday's discussions, what is the range of key issues/questions that the Subcommittee should address?
- ☐ What issues could represent the greatest opportunity for this Subcommittee to address the promotion of environmental stewardship at EPA?
- ☐ What is the appropriate sequence for these issues to be investigated by the Subcommittee over the next year?

10:00 – 10:15 **Break**

10:15 – 11:30 **Proposed Subcommittee Work Plan -- Creation and Breakout of Working Groups**

Objective: Discuss work plan options for how the Subcommittee will address priority issue areas and conduct its work through working groups, conference calls, etc. Working groups will be identified to scope out 3-4 priority issue areas, including proposed approaches to addressing the issues. Working groups will discuss objectives/desired outcomes, process, timelines, and milestones for accomplishing work.

11:30 – 1:00 **WORKING LUNCH: Orientation on Federal Advisory Committee Act (FACA) and National Advisory Council for Environmental Policy and Technology (NACEPT)**

Objective: Gain an understanding of FACA and NACEPT.

Presentations on FACA and NACEPT

Tim Sherer, Office of Cooperative Environmental Management (OCEM), EPA [30 min]

Sonia Altieri, OCEM, EPA [15 min]

Facilitated Discussion [30 min]

1:00 – 1:30 **Travel and Administrative Overview**

Objective: Review procedures for travel arrangements and reimbursement.

Procedure Review [15 min]
 Andy Teplitzky, OPEI, EPA
Facilitated Discussion [15 min]

1:30 – 2:00 **Remarks by Administrator Lisa P. Jackson**

2:00 – 2:15 **Break**

2:15 – 3:15 **Report Back on Small Group Discussions**

Objective: Convey key points that emerged from each discussion. Map out timeline and approach for initial set of priority issues, resources needed, etc.

3:15 – 4:00 **Return to Subcommittee Charge and Operating Procedures**

Objective: Finalize Subcommittee charge and operating procedures.

4:00 – 4:30 **Public Comment**

(Those interested in making comments at this meeting should register with EPA upon arrival. Time allowed for individual public comments may be limited depending on number of speakers.)

4:30 – 5:00 **Summary and Next Steps**

Objective: Wrap-up, agree on action items (with assignments), and identify future meeting dates.

Lee Paddock and David Paylor, Co-chairs

5:00 **Adjourn**